

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Emerick R. Bakaysa, Chair
Joanna L. Bilotta, Vice-Chair
Thomas W. Bodkin, Jr., Clk.
Robert J. Saiia, Mbr.
Nathan J. Lockwood, Mbr.
Marion M. Benson, Planning Director



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Minutes
March 14, 2011

Meeting Posted: Yes
Place: Town Hall, 17 Main Street, Lunenburg, MA 01462
Time: 6:30 PM

ROLL CALL:

Present: Emerick R. Bakaysa, Joanna L. Bilotta, Robert J. Saiia, Thomas W. Bodkin Jr., Nathan J. Lockwood, Marion M. Benson

MINUTES – APPROVAL: Signed 2-28-11, Motion, Ms. Bilotta, Second, Mr. Bodkin Jr., Motion passed.

COMMITTEE REPORTS:

MJTC- Mr. Saiia noted new draft Amendment to the FFY 2011-2014 Montachusett TIP (Transportation Improvement Program) and draft revisions to the Montachusett Metropolitan Planning Organization MOU (Memorandum of Understanding).

MRPC- Mr. Bodkin Jr. noted next meeting will be March 29th.

DPW Building Committee- Ms. Bilotta reported project has gone out to Bid.

Capital Planning Committee- Ms. Benson noted CPC Article submitted for Town Warrant to transfer from available funds \$133,765.00 and borrow \$405,000.00 for the FY12 Capital Plan. FY12 Plan on file in Planning Office.

MRPC Energy Advisory Committee- Ms. Benson noted MRPC received a grant to develop a regional Emergency Back Up Power Sources Disaster Mitigation Plan. MRPC and Task Force working with Worcester Polytechnic Institute students in developing this Plan.

PLANNING DIRECTOR'S REPORTS/NEW BUSINESS:

40S- Mr. Bakaysa noted that this is additional state funding directed to cities and towns that establish a 40R district, to cover the costs of educating any school-age children who move into such districts. Ms. Benson noted information received from DHCD (Department of Housing and Community Development) and will be disseminated to Superintendent of Schools and Town Manager/Board of Selectmen. When DHCD requests its annual 40R annual update, it will also request from 40R communities unit-level address and occupancy information which DHCD will assemble for DOR in advance of the annual 40S reimbursement requests. Currently the State has no funds allocated for 40S reimbursement.

FEMA Flood Insurance Study (FIS) materials- Updated maps have been received and are available in the Planning Office for viewing.

Town Caucus, 3-21-11- Caucus at 7:00 PM. Mr. Bakaysa's term expires.

Televised Repeats- Noted televised repeats of the Board meetings on Saturdays and Sundays at 2:00 PM, and Wednesdays at 10:00 AM and 2:00 PM.

Summer Street- Ms. Benson noted meeting held with MRPC who will direct a \$50,000 grant.

Green Community Task Force- Noted resignation of Chair Steven Marsden due to conflict of interest. Task Force reorganized. Task Force composition- Chair Patrick Slattery, Vice Chair David Blatt, Secretary Joanne McQuaid, and members Zachary Cutting, Steven DiCampo, Neal Sullivan and Ernie Sund. Advisors are James Breault, Marion Benson and John Londa. Task Force working on a solar field at Town landfill.

Open Space- Update ready to be sent to Executive Office of Energy and Environmental Affairs.

Handwritten notes in blue ink:
R.S.S.
B. Bilotta
N.J. Lockwood
M. Benson

DEVELOPMENT STATUS REPORTS:

Highfield Village, Northfield Road- Applicant noted Sewer Commission correspondence to Applicant which states Weston & Sampson review still ongoing and issues that need resolving.

Emerald Place at Lake Whalom, 10 Lakefront- First two multi-family buildings are filled with lease-to-own occupants. Third large building being constructed with currently six pre-leased to own. Nine out of ten townhouses are occupied; one townhouse is used as a model and office. One villa has been constructed and will be used as the model. Number of children in residence has been requested so the Lunenburg School Department will know how many additional students to expect in the upcoming school year. Currently six school-age in residence. Future discussion with Applicant will be extent of Lakefront Avenue paving.

Tri Town Landing, 37 Youngs Rd- Two buildings completed. Scheduled for move-in through March are 45 of 66 units. Student count is 33.

UNFINISHED BUSINESS/OLD BUSINESS:

Bylaw Changes/Annual Town Meeting- Chair called for discussion of review of the proposed bylaw change/addition of Commercial Bylaw, Section 4.6.5. Design Standards. Items discussed were wording for sections titled Occupied Lot Area, Town Water and Sewer, LEED (Leadership in Energy and Environmental Design), Pervious Surfaces and Street Furniture. The Board, working through the review process, reached consensus on word changes in the draft that clarified the intent of the above sections. Other topics in the bylaw are building location, utilities, facades, materials, roof lines, colors, lighting signage, architectural style, parking and loading, sidewalks, screening, and landscaping. Chair asked for Motion for Planning Director to amend Design Standards bylaw with changes discussed during Board meeting. Motion, Ms. Bilotta, Second, Mr. Saiia, Roll Call Vote, Mr. Saiia, aye; Mr. Bodkin Jr., aye; Ms. Bilotta, aye; Mr. Bakaysa, aye. Director will submit corrected copy to Board of Selectmen for Town Warrant and Town Counsel. Noted was that a Public Hearing will be held prior to Town Meeting. Copy of proposal will be placed on the Planning Board's web site.

134 Leominster Shirley Road, Tradex Corp., c/o Charles Gitto Jr., zoning change- Article for zoning change from Office Park/Industrial to Commercial filed with Board of Selectmen this date by Applicant petition as the Planning Board voted at its last Board meeting that it was not prepared to bring this forth as a Planning Board Article to the community at this time. Ms. Bilotta inquired if the Planning Board will be supporting zoning change at Town Meeting. Mr. Lockwood felt that through previous discussions, the Board was looking at this as an overlay district, and that zoning change brought forth was not in context of an overlay district. Mr. Saiia made Motion to take a vote at this meeting on whether or not the Board would support Article at Town Meeting. Roll Call Vote – Mr. Saiia, aye; Mr. Lockwood, nay; Mr. Bodkin Jr., nay; Ms. Bilotta, nay; Mr. Bakaysa, nay. Vote to be taken at Town meeting.

CLURPA- Tabled

MEETING SCHEDULE:

March 2011-

March 23, Master Planning Workshop – Date change to March 30th.

March 28, Planning Board Meeting, Ritter Memorial Building

April 2011-

April 11, Planning Board Meeting, Town Hall

April 18, Master Planning Workshop

April 25, Planning Board Meeting, Ritter Memorial Building

DATA INFORMATION: Data folder containing items of interest not on agenda presented to members for viewing, consisting of various data information.

MEMBER INFORMATION & ISSUES:

925 Mass Ave., Trustee of L&M Service Center Inc.- Tabled

Budget- Planning Office FY12 budget has been presented to the Finance Committee. Ms. Bilotta requested reason for preference to Master Planning line item over Consultant line item.

EXECUTIVE SESSION: Motion to adjourn to Executive Session, not to return to General Session, Ms. Bilotta, Second, Mr. Saiia, Roll Call Vote – Mr. Saiia, aye; Mr. Lockwood, aye; Mr. Bodkin Jr., aye; Ms. Bilotta, aye; Mr. Bakaysa, aye.

ADJOURNMENT: 8:55 PM

Mr. Lockwood
Aye
9/2